

West Seneca Public Library

Library Board of Trustees Meeting Minutes

May 18, 2022 @ 3:00pm in the Large Community Room

- A. Call of the Roll– Meeting called to order at 3:10pm
- Present: Amanda Cleesattel (first half call in/remote), Jennifer Dobe, Cynthia Johnson, William Josefiak
 - Excused: Patricia Wass
 - Guest(s): Robert Alessi (Library Director), Susan Kims
- B. Approval / Changes to Agenda: none
- C. Minutes of Preceding Meeting (April 2022) –
- No changes

Motion to approve: William Josefiak

Second: Jennifer Dobe

Ayes: all

Nays: none

- D. Report of the Director – See April 2022 documents posted. System Circulation Policy updated now that the library system has “fine free” in effect 5/1/2022.
- E. Report of the Treasurer:
- County account statement April 2022
 - Upcoming adjustments to budgets to accommodate fine free
 - Central to support budgetary needs related to going fine free
 - Payroll lines reported by Central on a separate document
 - Local account statement April 2022
 - Summary of accounts April 2022
 - Check abstract and approvals April 2022

Motion to approve: William Josefiak

Second: Cynthia Johnson

Ayes: all

Nays: none

- F. Report of the Friends of the Library (from Cynthia Johnson):
- Cindy attended zoom meeting with Central library (Dorinda Darden). Approximately 6 libraries attended
 - Future thinking- volunteer replenishment, currently library has a form with emergency contract for regular volunteers.

- W. Seneca library partners with community agencies for volunteers (Aspire, SASI) as well as schools
 - Most library friends collect dues and in exchange early access to book sale is granted or a free book at book sale
 - Another meeting in the works
- Amanda to look into hearing impaired resources/workshops currently available in the community
- G. Report of the President:
- ACT meeting held May 7th 2022 and went well
 - i. New Director to continue individual library visits
 - Next ACT meeting in the fall
- H. Old Business: Kelly Clifford removed from M&T account privileges and keeping the current 3 member privileges completed.
- I. New Business:
- Literature rack, to be purchased from Central funds (Year end appeal) and expand space/availability of literature.
 - Charging station arrived and setup
 - Exploring blood drive for summer
 - WS Chamber has worked with Connect Life, currently vetting Red Cross
 - Seek confirmation from current insurance coverage before moving forward (Rob)
 - Rules of conduct policy review
 - Change: removal from property for breach of conduct.
 - Staff are first line of defense for removal and patron may be welcome next day depending on issue with conduct
 - Escalations to appropriate authorities
 - Town looking to expand opportunities for town youth (Susan Kims to help coordinate/communicate between library and town)
 - Posted around various places within the library (study room has additional rules)
 - Open meeting policy, standard relating that the board meetings are open to the public and WS draft approved is the policy from central library
 - Only change (from central) board is that the board is not required to respond per WS; central states board will not respond. WS feels this alleviates concerns that can be efficiently addressed at the time as appropriate.

Motion to approve (purchase of rack & open meeting policy): Jennifer Dobe

Second: William Josefiak

Ayes: all

Nays: none

Motion to approve (rules of conduct policy): William Josefiak

Second: Cynthia Johnson

Ayes: all

Nays: none

J. Public Comment: none; no community members present

Adjournment @ 4:16pm

Motion: William Josefiak

Second: Jennifer Dobe

Ayes: all

Nays: none

Next Regular Meeting: Wed, June 15th, 2022 @ 4pm

Respectfully submitted by Amanda Cleesattel, Secretary